



COORDINATED ENTRY COMMITTEE

WI BOS QUARTERLY MEETING

Presenter:

Ryan Graham-Coordinated Entry System Specialist

WI Balance of State CoC

May 2022

Coordinated Entry Committee:

- The CE Committee is a large committee, they are putting in a lot of time and effort to continually improve and update CE.
- We meet on the 4th Wednesday of the month from 2-3:30pm.
 - Member – Representing an EHH or COC funded agency or other member of a BOSCO agency. Has full voting rights.
 - Participant – No eligibility requirements, can vote on work groups, but not at the committee level.
 - **NEW!** We have an onboarding session at 1:30, a half hour prior to the CE Committee meeting to assist new members in understanding CE, the purpose of the committee, and to get caught up with everything we have done prior.
 - If you would like to join please email Wendy, Hannah, or myself. (contact info on last slide)
- Every CE Meeting agenda provides an opportunity for feedback

Coordinated Entry Committee:



- There are 11 work groups under the CE Committee.
 - DV, Evaluation, Implementation, Marketing, Youth, Other Systems of Care, Outreach, Prevention/Diversion, Veterans, Data Management, Assessment and prioritization.
 - You do not have to be on the CE Committee to participate on a workgroup. We need your expertise!
 - To be added to any workgroup, please contact myself, Wendy, or Hannah. (Contact info on last slide)

Workgroups:

- DV
 - Guiding the support and training needed for the DV SSO staff.
 - Evaluating CE for survivors
 - Currently evaluating the order of prioritization for DV specific RRH
 - Evaluating and providing feedback on the Non-HMIS system development.
 - Other duties as assigned
- Evaluation
 - We are required to evaluate our CE system on an annual basis. This is the entity designated for this task.
 - Processed gaps and needs survey results for CE and presented to the overall committee.
 - Working on strategic planning to close the gap in understanding of CE with agency staff and clients.
- Implementation
 - This workgroup has taken on the responsibility of refreshing the CE policy and Procedure manual.
 - This workgroup will be the entity responsible for evaluating the after hours plans and providing feedback (Evaluation form on wiboscoc.org). After hours plans will move to the find services tab of the website.

Coordinated Entry Committee:

Work groups continued:

- Marketing
 - Responsible for developing effective tools for marketing the CE system.
 - Evaluating marketing materials presented by other coalitions to make sure they meet BOS requirements.
- Youth
 - Responsible for how the CE system is responding to the needs of youth.
 - Will play a role with YHDP and how the CE system will need to respond to the needs of that program
 - In need of a chair if anyone is interested!
- Other Systems of Care
 - Focused on the CE needs of those agencies who are participating or want to participate in CE, but are not required to. (Example – conversations with HMO's)
 - Currently working on agency and staff participation agreements for these agencies that focus more on what they are able to contribute to the overall system and less on what they are required to do.
- Outreach
 - Focused on the CE needs of those who are unsheltered or not actively seeking services.
 - Working on CE policy and procedure proposals for manual update.

Coordinated Entry Committee:

Work groups continued:

- Prevention/Diversion
 - Focused on how CE is working for homeless prevention programs
 - Created the prevention standards
 - Created policy for prevention programs in response to Covid-19
 - Created the new homeless prevention order of priority for the BOS
- Veterans
 - The group is focused on how CE is working for homeless veterans.
 - This is currently being done in conjunction with the Veterans Advisory Board.
 - What role will CE play in assisting to “end veteran homelessness”?
 - What role does CE play in veterans case conferencing?
- Data Management
 - Guides the CE system to ensure data privacy and security throughout.
- Assessment and Prioritization
 - Tasked with developing a new CE assessment to replace the current VI-SPDAT assessments.
 - Tasked with evaluating what role that assessment will play in prioritization.

Emergency Housing Voucher (EHV) Updates:



- We are STILL open to level 1-3 in the WI BOSCO order of priority for EHV at this time.
 - Order of Priority of EHV can be found on the CE2021 tab of the WI BOSCO website: <https://www.wibosco.org/ce2021.html>
- WHEDA updates:
 - Please proof read packets before sending in. In particular, looking for things like DOB, Social security numbers, signatures, etc. These missing items may hold up the application from being processed quickly.
 - Please make sure to report changes in income or household right away. If clients find a job or add to their household before they move in, it will affect the amount they were told their rent portion would be.
 - They will be stopping live briefings next week. All SSO staff have the Prezi briefing presentation for anyone who may need it for their clients.

Emergency Housing Voucher (EHV) Updates (Continued):



- Vouchers that are expiring can be extended. Please contact WHEDA. This can happen as many times as needed as long as the client continues to receive case management that is assisting them to locate housing.
- Only SSO staff can upload EHV paperwork to SharePoint and WHEDA and must be involved to certify eligibility for this program. Do not send paperwork directly to WHEDA.

Other CE updates:

- Qtr review process
 - This process is done directly with the local SSO staff and reviews errors on the local coalitions CE prioritization lists and in the system overall.
 - This process looks for errors that directly affect a clients prioritization for housing programs and errors that create an in efficient CE system.
 - Not homeless on the PL's
 - These errors will need to be fixed promptly. Please respond promptly when your SSO or CE lead staff reach out to you to fix these errors.
 - Please reach out to your SSO staff, the WI BOSCO CE System Specialist, or your ICA HMIS System Admin if you have any questions or issues fixing these errors.
 - We are encouraging SSO staff to invite supervisors, agency staff, and CE participants to this review if anyone is interested in a deeper understanding of how the CE system works in their community.
- WI BOSCO CE trainings.

Non-HMIS system update:

- We will be starting with testing on Monday, May 16th with the Non-HMIS focus group followed by SSO staff.
 - Any feedback received will be reviewed and incorporated the following week.
- Once fixes/minor changes have been made, then we will migrate data from the test database to the production database.
 - After that migration, we will create a 'change password' page with strong password enforcement.
- The goal is to launch by June 1st, then spend the remainder of the year on improvements as needed.
 - Client migration will happen manually as only the referring agencies will know who the clients are. Your local SSO staff will keep you posted on that process.

Contact Information



Ryan Graham

Coordinated Entry Systems Specialist

Wisconsin Balance of State CoC

ryan.graham@wibos.org

PO Box 272, Eau Claire, WI 54702

Phone: 715-225-0164

Website: www.wiboscoc.org

Wendy Schneider - wendys@cwcac.org

CE committee co chair

Hannah Conforti - Hannah@familypromisewc.org

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